



News for Employees in the Technical Field

The Circuit

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*Technical
Women's Organization
(TWO)
is an
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of the
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TWO welcomes FAA officials: Blakey & Zaidman

TWO sends a heartfelt farewell to Alan Moore, Director of Airway Facilities, who retired from the FAA on June 1. Alan was a strong supporter of TWO and will be missed.

TWO welcomes Steven Zaidman as the new Director of Airway Facilities. Steve comes to us from ARA, where he was the Associate Administrator for Research and Acquisitions since July 1998.

Before his position as ARA-1, Steve served as acting Deputy Administrator for Research & Acquisitions and Director of the Office of System Architecture and Investment Analysis.

Steve's other positions included Deputy Director, Office of Communications, Navigation, and Surveillance Systems, in the Research & Acquisitions organization; Director and Deputy Director of the FAA's Research and Development Service; Director of Operations Research; Manager, International Planning and Analysis Division, Office of International Aviation; and Manager, Systems Planning Branch, Office of Aviation Policy and Plans. Steve joined the FAA in 1974 from the U.S. Navy Department.

Steve graduated Brooklyn College with a Bachelor of Science (B.S.) degree in Mathematics in 1968, and earned a Master of Science Degree (M.S.) in Operations Research from George Washington University in 1974.

The Senate unanimously confirmed Marion C. Blakey's appointment as FAA Administrator in September. Blakey served in the Reagan and first Bush administrations and has held four positions that required presidential appointment. She has served as the Administrator of the National Highway Transportation Safety Administration and as a Department of Transportation official. Blakey is the second woman to hold the FAA Administrator post, and the second to serve a five-year term (Jane Garvey was first).

Welcome, Marion and Steve! TWO is looking forward to working with you!

TWO Midyear Meeting a Success



President's Message

Mary M. Thomas



Dear TWO Members and Friends,

I can't believe the Holidays are upon us already. Halloween came and went so quickly, I hardly had time to hang up decorations when I had to take them down again! Here's some news that I want to share with you:

*A TWO mailout is on its way to you if you are a paid member. This will include information on the '03 Conference, our new directory, and the updated Bylaws. Our secretary is sending out the packets this month.

*'03 Conference Committee needs your help! Please contact Bridgit Gandy or Robertha Walley via email if you would like to help out. Your talents can make our conference a success. We need suggestions for speakers, classes, people to work in registration, publicity, coordination. We need you!

*Please note that our TWO address has changed. The mail service we use has changed its format for addressing, and our new address is as follows:

Technical Women's Organization

6905 S. 1300 E. #124

Midvale, Utah 84047-8000

Please direct any inquiries to the new address.

I want to recognize some TWO people who have been working very hard for you!

AGL TWO Rep, Beverly Anderson, put this issue of the Circuit together above and beyond her rep duties. Thanks very much, Beverly!

ANE TWO Rep, Elizabeth Doucette has been instrumental in the development of a new course with CMD, "07172 WESA - Writing an Effective Self-Assessment." This course will be offered nationwide because of Elizabeth's efforts. Way to go!

Thanks to all the TWO Executive Board who work for the TWO Members! We appreciate you.

Until next time,
Mary



TWO Midyear Meeting- October, 2002



Where is the Top of the Ladder for *YOU*?

by Cathy Bailey, Manager, ASO-420

At some point in your career, you have to take a close look at your career plans and evaluate if the path you are on is the correct path for you.



Not everyone has to be at the top of the organization to be successful. By mid-career, most people have enough job experience to evaluate their likes and dislikes, strengths and weaknesses. This is a good time for a very honest analysis. It's a challenge because workplace norms sometimes push and pressure people into thinking a management or top executive position is the only route to success, and not getting one means failure.

Not everyone really wants to be a manager or top executive, but it is hard to acknowledge this publicly. Being at the top takes skills, attitudes, work habits, and special ways of thinking. Some people actually take the job and dislike it.

If after reflection, you decide you still want to pursue an upper level position, the path may not be obvious. But you must keep doing the very best job you can, and remain open to changes - so that you're there when opportunity knocks.

Find out what's right for you. Know yourself ... deep down; and be honest about your aspirations, what you are willing to do to succeed, and what you need as a person to feel successful. Be honest about your skills, competence, and interactions with people. Be honest about your mistakes — admit failure, but go on from it. Remember that you define your own success.

Never stop learning and seek opportunities to learn what you don't know. Don't try to fake it, because you get "found out" in the long run. If you seek a high-level position, do the hard, nitty-gritty work until you understand how all systems work — budget, personnel, strategic planning, assessment — everything. Although you may never be called on to do all of these tasks, leaders must "know the big picture" to effectively lead, direct and select others with talent to move the organization forward.

If you aspire to high-level jobs, be competent and constantly learning. Other indispensable skills are getting along with people, team-building, negotiating, and mediating. Leadership requires firm decisions which sometimes may upset people, so a most important characteristic to cultivate is fairness. Successful leaders must be perceived as acting with integrity. These are skills that will allow you to lead from any position you choose to work in.

Remember that it's okay to change your goals to reflect your true needs. The bottom line: *Know yourself*. Then **act** on what you know.



TWO Member Recognition

Congratulations to:

Sarah Pekich, Headquarters, Administrative Services Division, AFZ-600, promoted to Program Support Specialist, FG-343-9

Cynthia Noble, HQ, NAS Policy Division, AOP-300, promoted to Management and Program Analyst, FG-343-14

Georgette Johnson, promotion to AOP-1000, Management and Program Analyst, FG-343-13.

Mary Allison, AOS-10, Promotion to Computer Specialist FV-0334-J

Kathy Frost is reassigned from ASU-300, Contracts Division, to ASU-400, Facilities Management.

Annett Eldridge, AHP-200, acting Team Lead, FV-201-J

Barbara Fischer, AOP-20, reassigned to Executive Officer, FV-343-K

Anna Green, NACO, promotion to Administrative Officer, FV-0341-F

Geraldine Horner, AFZ-600, promotion to Management and Program Analyst, FG-343-13

Dennis Shannon, AOS-10, acting Manager, FV-340, K

LeQuan Turner, AFZ-600, promotion to Management and Program Analyst, FG-343-9

Bernadette Ohlemacher promoted to the RIO SMO LMS position.

Josefita Sandoval is now the RIO SMO Manager for Technical Support.

Mary Ann Keller detailed to RIO SMO, Program Support Staff.

Special Events

Sarah Kurt, AWO TWO member and former E-Board member, welcomed her new daughter, Danielle Elizabeth on September 14. Danielle was 8 lbs. 3 oz. and 20 inches long. Mom and baby are doing fine!

Robertha Walley, is the proud mother of a new baby girl, Georgine, weighing in at 8 lbs. 3 oz.

Laurie Pietrak says "I wanted to add under "Special Events" that I am also a new mom. I had a baby boy almost one year ago (born on June 26, 2001, the day before Dad's birthday). The good news is that he is now at the Daycare Center at FAA HQ, 10A building - after being on a waitlist for over one year!"

Jim Hevelone, ARS-2, retiring.

Valerie DeLaine, AHP-100, new mom: Bryan Jaxon DeLaine

LeQuan Turner, AFZ-600, graduation: Master of Arts in Human Resource Development

Mary Ann Keller, representing TWO, attended the Southwest Regional Model Work Environment (MWE), workshop meetings, on February 14th and April 11th.



Washington Headquarters Spring Tea for TWO



Good News From FAA Headquarters

ARA has been awarded the Office of Personnel Management's PILLAR Award for 2002 in recognition of the excellence of its performance management program. The PILLAR recognizes and publicizes effective employee performance management practices that support alignment of employee performance with organizational strategic goals as well as results-oriented and customer-focused performance. While the award goes to all of ARA and the employees and supervisors who make the system work, special congratulations are in order to the team that designed the program way back in 1997, to Gloria Snowden for her leadership in implementing and nurturing the program over the years, and to the 30 or so instructor/coaches in each of the directorates who worked so hard to make the program effective.

The Headquarters TWO Chapter takes special pride in sharing this news item as one of the primary award recipients, **Gloria Snowden**, is an active member of TWO. Gloria is also the Assistant Program Manager for the Headquarters Mentor Program. Gloria's leadership and mentoring skills are highly regarded, and Gloria's commitment to TWO is a true asset to the organization. All of us in Headquarters congratulate Gloria on this prestigious award.



Washington Headquarters Sons & Daughters at Work Day



Welcome New Members!

Lisa Crocker	AWA
Mary Ellen Cunningham	ANE
Shelly Dambeck	ANE
Cynthia Deyoe	ANE
Barbara L. Fisher	AGL
Monica Gouldby	AMC
Karyn S. Huff	ANM
Tiffany O. McCoy	ASO
Ellen Paneok	ASW
Lisa Pauley	AAL
Tamera A. Reid	AGL
Linda M Schuessler	AAL
Jill R. Shover	AWA
LaDonna M. Stanley	AWA
Sarah B Waltiere	ANM
Deborah A Wasel	AWA
Maureen Woods	AWA

TWO Logo Items for Sale



Contact Candy Close
for prices and ordering.
317-247-2248

FLASH BACK - 2001

A Year in Review

By Bill Traylor, AMA-1

Training:

- Received college credit recommendation on **51** courses from the American Council on Education (ACE).
- Provided training to over **41,000** students and conducted **2,482** classes.

Resident **12,973**
OAT/Field-Conducted **5,907**
International **671**
Aviation Training Network **5,602**
Computer-Based Inst. **7,329**
E-Learning **5,895**
Correspondence Study **3,545**

Total Completions: 41,922

- Increased CBI training hours by 6% - resulting in a total of **802,189** hours. Initial and refresher training for air traffic controllers alone totaled **575,000** hours.
- Conducted emergency international training in Korea.
- Completed in-country training assessments in the Bahamas, Dominican Republic, and Egypt.
- Increased E-Learning enrollments to over **25,000**.
- Provided training to **5,602** ATN participants, 228.5 broadcast hours, 1,147 sites.
- Provided ATN support on Runway Safety, Core Compensation, Nex-Gen.
- Completed deployment of the central data collection tool for TRAX, the facility's digital record of all training for air traffic controllers.
- Achieved an average end-of-course rating of **83%**.

Enhancements - Upgrades:

- Implemented new version of the FAA Information Superhighway for Training (FIST).
- Completed major upgrade of the Aviation Training Network with the replacement of the One Touch Knowledge System Viewer Response System.
- Modified the FAA Catalog of Training to enable user to browse and print chapters.
- Enhanced the Academy's Time & Attendance Program.
- Converted the Correspondence Study Program to an on-line program using web-based applications and database design.

New Classes & Courses:

- Converted, published, and distributed eleven CBI courses to DVD technology.
- Completed installation of the 2nd STARS lab and conducted the first class. In addition, a new STARS Branch (AMA-490) was established in Airway Facilities to accommodate the aggressive training schedule.
- Developed new Runway Safety Course 40609, Airport Surface Detection Equipment (ASDE-3A) Hardware, and the first class was conducted in April.
- Developed new courses in the areas of Systems Safety for Aviation Safety Inspectors, Operations Specialists, and Information Technology for Computer Specialists. Provided new string classes for Aviation Safety Inspectors.



- Conducted 42 classes (546 students) in the field on Facility Instructor Training, Airway Facilities On-the Job Training, and Instructor Effectiveness.
- Completed development and prototype of Course 53016, ARTS-IIIA for Support Specialists; and provided a special session of Course 50302, Air Traffic Control Indoctrination for Executives, to FAA Public Affairs personnel.
- Completed research and development of an air traffic manager's best practices course, allowing course development to proceed in FY-02.
- Completed course development on the following courses: Airports Compliance – Resident; Managerial Overview for NAS & Logistics – E-Learning; and Property Disposal Course – Correspondence Study & E-Learning.

Special Events or Programs

- Conducted the 2nd International Aviation Training Symposium (IATS-2001) - 333 delegates/participants, 83 speakers and facilitators, 22 exhibitors, 42 countries represented, 82 volunteers and 8 sponsors.
- Hosted, planned, and organized the first Runway Safety Program Review.
- Sponsored and hosted three Safety Awareness Programs for Center employees.
- Participated in the 10th Anniversary of Langston University's Visiting Professor Program.
- Completed Academy Building renovation & conducted open house in June 2001.
- Conducted open house for the Airway Facilities Division Resource Center, which officially opened for business in October.
- Dedicated a Memorial Fountain on May 25 in memory of air traffic employees who passed away: Benton Berry, Beverly Horne, and John Martin.

Budget - Cost Accounting - Procurement:

- Completed the process to accept credit card payments for non-FAA tuition.
- Provided training/briefings to Academy employees on cost accounting and labor distribution reporting implementation.
- Instituted a qualified vendor listing (QVL) to lower the cost of training development & revision, maintenance, and conversion through a competitive pricing process.

Other Accomplishments:

- Completed transfer of two Beechcraft A-200 aircraft to the FAA and added to the FAA Academy's aircraft training fleet.
- Installed new accessible door to the instructor work area in TPSB. Ribbon cutting ceremony was held in April 2001.
- Changed name of Interactive Video Telecommunications (IVT) Studio to the "Aviation Training Network."
- Created and published first issue of the academic journal, titled "International Journal of Aviation Research and Development" in June 2001.

ACADEMY CORNER

By Emily Godinet

I am very proud to work for FAA Academy. I work with folks who really want what is best for you, our customer. Working in the Airway Facilities Division, I try to keep up with the things that affect us, but find it difficult to keep up with what other divisions are doing. Quite a bit is accomplished here – probably more than you realize! The Academy is not just for 'resident' training; we handle other training as well. Just to reacquaint you with the various divisions within Academy and their mission:

Operational Support Division (AMA-100): Provides management, facility, and system support.

Regulatory Standards Division (AMA-200): Trains inspectors in flight inspection and procedures, avionics, aircraft certification, manufacturing, air carrier and general aviation pilot operations, and airworthiness.

Training Support Division (AMA-300): Provides automation support, distance learning delivery and support, and instructional services.

Airway Facilities Division (AMA-400): Provides technical training to technicians, engineers, environmental specialists and programmers.

Air Traffic Division (AMA-500): Fosters student success with innovative and unmatched training. The Air Traffic controllers of the future will be the best-trained and most confident controllers.

Airports & Logistics Division (AMA-600): Provides training to all airports and logistics personnel covering all phases of airport development and management, and all aspects of acquisition and supply management.

Aviation Security Division (was AMA-700 -Now under TSA): Provides training to those responsible for the oversight of airport and air carrier security programs and the security of FAA facilities and equipment.

International Training Division (AMA-800): Focal point for the international training and assistance program.

Bill Traylor, FAA Academy Director, has graciously given me permission to reprint facts about FAA Academy. The article 'flashes back' to what Academy accomplished in 2001. Keep in mind that someone within Academy developed, readied, supported, maintained, babysat —whatever it took to keep it going — for all of the events to happen.



NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH



Check out <http://www2.faa.gov/acr/pwd.htm>

In 1952, Frank E. Peterson, Jr. was commissioned as the 1st African American Marine Aviation Officer.

In 1988, European American Gertrude Elion was a recipient of the Nobel Prize in Medicine and was the 1st woman inducted into the National Inventors Hall of Fame.

Treasurer Report

Vicki Richard

4th quarter June 2002



I wanted to tell everyone that we had a wonderful 02' Conference in Anchorage, Alaska. The state is beautiful and Anchorage was in the middle of breakup when we were there. I was very surprised it was as warm as it was (40's and low 50's) during the day. I even ran outside and enjoyed a nice bike trail along the bay. The city of Anchorage was interesting and when I ran in the city streets I could appreciate the spring coming. Flowers and greenery was breaking ground as well as the trees getting ready to spring forth with their buds. I love that time of year when we throw off the old coat of winter and get our new, fresh spring coat.

I arrived in Anchorage and had the afternoon to do some sight-seeing. As I drove to see the Portage Glacier there were waterfalls coming down the mountains and looked like the water would spill right onto the highway, but it did not. The waterfalls were beautiful as they tumbled down the mountainside. The spring thaw was taking place and it was breathtaking.

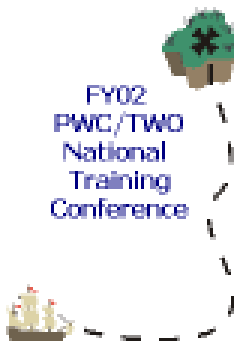
The conference was a well-oiled and run machine. PWC and TWO worked in concert together and gave us a beautiful symphony. Thank you Merry Creamer and Kate Bebee.

Back to reality, I do not have all the figures in from the 02' conference so I am not going to give a report this time. In the next edition of the Circuit I will give a complete accounting and a rundown on our year.

Thank you TWO members and I hope to see and meet more of you next June in Orlando, Florida.

Respectfully, your Treasurer, Vicki Richard.





2002 Conference Review: International Panel

**Speakers: Steve Creamer-AAL-501, Leslie Cary-AAT-33,
Roger Stern, Lockheed Martin,
Felix M. McGuire, Chief Pilot-Alaska Comm.
Systems**

By Vicki Richard

I really have to say I enjoyed the International panel a lot more than I thought I would. Each speaker had a lot to offer and they made my mind open up to other possibilities in my career. The presentation each panelist gave was intriguing from their point of view. I was to report on Steve Creamer and I hope I do him justice. He had the audiences' attention with his presentation.

STEVE CREAMER-AAL-501

1. Cross Polar Route Development
2. Teaming and Collaboration
3. Culture, diversity, and the impact of work

CROSS POLAR ROUTES

Cross Polar routes are routes between north America and Asia. In 1996, it took 20 hours to go from New York to Hong Kong. Now, it takes us 15 hours if we use a cross-polar route. Cross-polar routes are the most efficient routes, we have to be consistent. The Russians were at the forefront to establish cross-polar routes because they wanted to create a new market while increasing their economical growth.

RACGAT-(bilateral meeting, informal meeting) was formed in 1992 after the collapse of the Soviet Union.

- 17 meetings to date.
- This team meets every three months
- They are not a policy group.
- They focus on short term goals around issues identified by industry. They have subgroups in the team, and the subgroups are-Air Traffic Procedures, Technical modernization, and flow management. These groups work on an "Agreed Action" list.

THE Border between China and Russia is still the most difficult to break. They have allowed demonstrations but they still have security concerns.

TEAMING AND COLLABORATION

In teaming and collaboration from the International point-of-view, they work in small groups. These small groups are not as we know them but are 60 – 100 people that include vendors and airline representatives as well as the FAA. United Airlines has a way of doing business, find a customer to advocated for your cause while meeting their needs.

Communicate is the word Steve Creamer said we need to do. We all need to tell each other and the world what we are doing.

STAY POSITIVE!

CULTURE, DIVERSITY and the IMPACT of WORK

- Every contact or relationship established is an opportunity to foster positive change.
- Look at the issues from a perspective of others culture and state.
- The FAA is just one part of a larger global system.





2002 Conference Review: PATRICK POE-AAL-1

By Vicki Richard

Pat Poe gave us a look at his family life and how important that was to his international work. He explained the jobs overseas were never the same day-to-day.

He went on to explain how he got his first overseas assignment in OST with a promotion. The assignment was in London, England.

1. He made a list of people he knew in the FAA that knew something about overseas assignments/jobs.
2. He interviewed all of them.
3. He looked up someone that held the same job he was thinking about or applying for.

Pat Poe gave the audience very sound advice about international jobs which works not just for international jobs but jobs in the states. The following guidelines are what he used:

- Research the job, know the job before for the interview.
- Know the international issues when applying for the job. Watch international news on international stations, read newspapers other than local.
- MOST IMPORTANT—need backup from your family.

He advised us on different issues to international assignments: You will travel to places people don't like Americans and there are health risks. Patrick told us to keep your eyes and ears open for your next opportunity especially if you are coming back to the states.

Do your homework about the country and culture you are assigned to. Check out the cultural differences and any language barriers. It will be an easier transition if you are aware of what to expect and it will supplement the orientation the FAA will give you.

His final statements were about getting the international jobs through ICAO and the FAA. *"What is the ideal background of a person applying for an international position?" Mr. Poe was asked. He answered, "Being a broad based person and not an expert on one thing".*





Technical Women's Organization
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National Coalition of Federal Aviation Employees with Disabilities
(NCFAED)
National Training Conference 2003

Our Role in a Time of Crisis

The Rosen Plaza Hotel
June 23-27, 2003
Orlando, Florida

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